



**STATE OF MONTANA**  
**DEPARTMENT OF ADMINISTRATION**  
**ARCHITECTURE AND ENGINEERING DIVISION**  
1520 East Sixth Avenue • P.O. Box 200103 • Helena, Montana 59620-0103  
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**TO: ALL ARCHITECTS/ENGINEERS OF RECORD**

**FROM:** Thomas B. O'Connell, Administrator  
Architecture & Engineering Division  
1520 East Sixth Avenue, Rm 33  
P O Box 200103  
Helena MT 59620-0103

**DATE:** November 4, 2015

**RE: REQUEST FOR QUALIFICATIONS**

Firms interested in being considered for an interview for projects on the attached pages must follow these procedures:

- Submit two (2) hard copies and one (1) electronic file copy of Form 115 specific to each project. The form and instructions can be found at <http://architecture.mt.gov/default.mcp.x>. Information in addition to the 115 is acceptable.
- Both hard copy and electronic Form 115 submissions must be received at the A&E office no later than **5:00 p.m. on Wednesday, November 25, 2015.**
- The electronic copy should be in Adobe pdf format and provided with the hardcopy or sent through the State's e-Pass file transfer service <https://app.mt.gov/epass/> addressed to [rkatherman@mt.gov](mailto:rkatherman@mt.gov). USB storage device or file transfer service are preferred.
- Submissions of either format received after the deadline listed for each project may result in rejection.

Firms selected for an interview on each project:

- Will be given project-specific initial information, interview questions, and the interview schedule.
- Will be asked to present their credentials before an interview committee. The committee will then submit the names of three (3) qualified firms to the Dept. of Administration Director, who will appoint one firm for each project in accordance with 18-2-112 MCA.

*The state of Montana makes reasonable accommodations for any known disability that may interfere with an applicant's ability to compete in the application and selection process or that may interfere with an applicant's ability to perform the essential duties of the job. In order for the state to make such accommodations, applicants must make known any needed accommodation to the individual project managers or agency contacts listed. Persons using TDD may call the Montana Relay Service at 1-800-253-4091.*

**MANSFIELD STUDENT SUCCESS CENTER  
UNIVERSITY OF MONTANA  
A/E #2016-01-10  
Project Budget: \$75,000 (planning only)**

This project is a proposed renovation of interior spaces of the existing Mansfield Library on the UM campus to create a Student Success Commons where students can access a vast array of information and learning resources. The renovation effort envisions a place where students can interact, collaborate on studies, have group meetings, use technology provided in the Commons, and conduct research. It is anticipated that the selected architect and design team shall work through a programming and needs-assessment process to define the project goals, design options, provide fund-raising materials, and develop a Schematic Design.

The 63<sup>rd</sup> Legislature has approved \$3.2M of non-state spending authorization for the project. The scope of services for the presently-available funding of \$75,000 shall include a detailed project program complete with spatial areas required with floor plans, reporting of necessary building infrastructure upgrades (e.g. mechanical, electrical), cost estimates, potential construction phasing concepts, and a site plan showing the existing Mansfield Library with surrounding campus infrastructure.

Fund-raising materials may include floor plans, interior elevations, and digital models of spaces. Color copies of the renderings may also be requested in a larger poster format by the UM Foundation.

It is anticipated the selected firm shall continue with design and construction administration of the project once fund-raising efforts are successful. However, the State reserves the right to retain the same firm or conduct a subsequent selection process at its sole discretion should the project proceed into design and construction.

For more information contact Rick Hilmes, Project Manager for the A&E Division (406-431-8447; [rhilmes@mt.gov](mailto:rhilmes@mt.gov)), or Jameel Chaudhry, University Architect for the University of Montana (406-243-5576; [jameel.chaudhry@mso.umt.edu](mailto:jameel.chaudhry@mso.umt.edu)).

**NEURAL INJURY CENTER, SKAGGS BUILDING  
UNIVERSITY OF MONTANA  
A/E #2016-01-11  
Project Budget: \$50,000 (planning only)**

This project is to plan for a proposed Neural Injury Center (NIC) and Health and Medicine Complex to provide collaborative spaces to integrate existing scientific, educational, and clinical expertise within different UM academic units. The goal is to provide a centralized and unique combination of personnel and resources dedicated to

serving military veterans with neurological injury (e.g. traumatic brain injury, stroke, spinal cord injury, etc.) as they progress from in-patient rehabilitation into college, vocational training, employment, and/or community living. The NIC will also offer support and education for family members and caregivers through on-campus opportunities and follow-up support.

An initial investigation by UM Facilities Services suggests an addition of nearly 13,000 gross square feet. The selected architect and design team shall work through a programming and needs-assessment process to define the project goals, design options, cost estimates, impacts to existing Skaggs Building and adjacent infrastructure, and develop a Schematic Design. The proposed site is in and around the Skaggs Building itself and near the Bio-Research Building.

Scope of services for the presently-available funding of \$50,000 shall include a detailed project program complete with spatial areas required with floor plans, necessary building infrastructure upgrades (e.g. mechanical, electrical), cost estimates, potential construction phasing concepts, and a site plan showing the addition with surrounding campus infrastructure.

Fund-raising materials may include floor plans, interior elevations, and digital models of spaces. Color copies of the renderings may also be requested in a larger poster format by the UM Foundation.

It is anticipated the selected firm shall continue with design and construction administration of the project once fund-raising efforts are successful. However, the State reserves the right to retain the same firm or conduct a subsequent selection process at its sole discretion should the project proceed into design and construction.

For more information contact Rick Hilmes, Project Manager for the A&E Division (406-431-8447; [rhilmes@mt.gov](mailto:rhilmes@mt.gov)), or Jameel Chaudhry, University Architect for the University of Montana (406-243-5576; [jameel.chaudhry@mso.umt.edu](mailto:jameel.chaudhry@mso.umt.edu)).

## **REPLACE TIETZ HALL SYSTEMS MONTANA STATE UNIVERSITY A/E #2016-02-07 Project Budget \$1,332,000**

Tietz Hall is the primary animal care facility serving MSU research. The facility's mission is to provide healthy animals for use in IACUC-approved research, education, and testing protocols at Montana State University; ensure that University research animals are cared for in a humane and appropriate manner by the provision of modern, well maintained facilities, trained personnel, technical support, veterinary care, and monitoring of animal care; provide resources, technical assistance, and information for University researchers and educators in meeting the requirements of animal-related protocols; and, ensure observance of ethical standards and federal regulations

pertaining to the care and use of animals for research, education, and testing at Montana State University.

Tietz Hall's engineered systems are critical to the well-being of the resident living research assets and the research programs dependent upon them. The combination of a 2014 assessment of Tietz Hall engineered systems and facility operators' experience have identified priority concerns to be addressed in this project. The following systems have been identified for replacement or improvement within this project. The detailed scope of work will be jointly determined between the selected consultant, MSU, and State A&E Division, but may include the following:

- Air handling and exhaust systems;
- Limited chilled water system components to improve system reliability including cooling tower (shared with Leon Johnson) and pumping;
- Building automation system;
- Building electrical service; and,
- Emergency power generation.

The successful consultant team will work with the State and MSU stakeholders to develop conceptual solutions to system issues as well as detailed cost estimates for these system options and the aggregate project scope. Several conceptual combinations and iterations may be required. The chosen aggregate solution will increase the reliability, controllability, and energy efficiency of the Tietz Hall engineered systems while achieving a lower ambient sound level. Detailed energy analysis of the proposed solution will be required.

For more information contact Mark Hines, Project Manager for the A&E Division (406-444-3331; [mhines@mt.gov](mailto:mhines@mt.gov)), or Dan Stevenson, Assistant Director of Facilities for Montana State University (406-994-5470; [daniel.stevenson1@montana.edu](mailto:daniel.stevenson1@montana.edu)).

## **AGRICULTURE LIVESTOCK COMPLEX FACILITY MONTANA STATE UNIVERSITY A/E #2016-02-09 (delegating planning effort only) Project Budget \$50,000 (planning only)**

As a land grant institution, Montana State University provides education, research, and extension/outreach programs focused to meet the changing needs of Montana. The College of Agriculture (COA) and the Montana Agricultural Experiment Station (MAES) generate and disseminate superior knowledge and technological solutions to increase the competitiveness of communities capturing value from Montana's agricultural and natural resources, preserve environmental quality, and improve the quality of life for all our citizens. The integrated nature of the programs offered by the MAES and COA creates opportunities for students and faculty to excel through hands-on learning, to serve through campus and community engagement, to explore unique solutions to

distinct and interesting questions, and to connect Montanans with the global community through research discoveries and outreach.

Constructed in the late 1960's, the Bob Miller Pavilion provides indoor and outdoor equestrian facilities for MSU's Equine program. The priority use of the Pavilion is to support MSU's teaching programs and student activities and is in need of renovation and expansion in order to support the land grant mission of MSU's COA and MAES programs.

It is the intent of Montana State University to invest in a phased expansion of the Pavilion to create a comprehensive Livestock Complex Facility that will focus on advancing program associated with teaching, research, and outreach as well as student programs. The improvements to the facility would include an improved and modern Miller arena facility that is capable of accommodating classes, rodeo, and livestock events, and contain necessary support facilities. In addition, the complex would look to expand the site with development to include new structures that would house instructional space, teaching and research lab space, student programs spaces, office areas, animal treatment and rehab facilities, two indoor arenas, an outdoor arena, outside livestock areas, quarantine areas, storage areas, enclosed animal pens, and other support facilities as well as integrate and support other existing facilities on the site. It is expected that a master plan for this facility would be developed and then implemented in stages as funding becomes available. The master planning effort will play a key role in developing concepts and drawings that would support a future fund raising campaign.

The project would be located within and adjacent to the Bob Miller Pavilion located on the MSU campus west of 19th street and between Stucky Road and West Garfield Street. The master plan and subsequent project phases will require site improvement and modification, coordination of utilities and utility easements, street improvements and parking as well as service drives and loading/receiving areas.

The new Livestock Complex Facility is anticipated to be integral to and expand upon the existing Bob Miller Equine Pavilion. The desired scope of work includes renovation of the existing pavilion and new construction of a series of buildings to house various teaching, research and student programs, including the University rodeo program, and outdoor arena. Enhancement of the existing site, livestock areas, corrals, pens, fencing, drives, utilities, and relation to existing facilities will be vital to the master planning study. The master planning effort for the Livestock Complex shall include an improved and modern Miller arena facility that is capable of accommodating classes, rodeo, and livestock events, as well as ancillary support facilities. The complex will include new structures that would house instructional space, teaching and research lab space, student programs spaces, office areas, animal treatment and rehab facilities, two indoor arenas, an outdoor arena, outside livestock areas, quarantine areas, storage areas, enclosed animal pens, and other support facilities as well as integrate and support the existing facilities on the site. Restrooms, custodial, and mechanical spaces, sitework, utility, parking, street access etc. shall be determined as necessary to comply with MSU needs as well as, local, state, and federal code requirements.

Additional program requirements will be developed in conjunction with the design team and MSU, COA, and MAES Building Committee, as well as work with sub committees and work groups as part of the design services contract. It will be the Architect's responsibility to verify and refine the programmed requirements and priorities with the Building Committee.

The total project cost for the programming and master planning phase is anticipated to be approximately \$50,000. Funding for subsequent phases will be identified at a later date and will be determined based on success of the fundraising campaign. It is expected that the completion of the programming and master planning effort will result in a comprehensive graphics package that can be used by the University in a fund raising campaign. Drawings, phasing plan, project estimates, necessary support data and finished package product for dissemination is anticipated.

It is expected that the programming and master planning effort will be completed within 3 months from the time the consultant is appointed. During the fee negotiation, milestones will be established with the consultant and agency to accommodate this schedule. Below is a preliminary schedule for the desired delivery of the project:

- December 2015 – consultant selection and appointment complete;
- January 2016 – Initiate programming and master planning effort;
- February 2016 - Propose preliminary plans and program to the planning committee for approval to proceed with of master plan documents, renderings, phasing plan, and cost estimates.
- March 2016 - Continue to finalize and complete master plan and fund-raising documents, and present final package to University representatives for final approval.

The A&E Division intends to delegate the contracting and project management functions for this initial master planning/programming effort to MSU after completion of the consultant selection process. The Division intends to retain these functions for subsequent phases of the project.

The State/MSU reserve the right at their sole discretion to pursue a subsequent selection process for design and construction administration services, or separate design team appointments, for various components of the complex based upon the scope/size, funding, and schedule needs defined in the master plan.

For more information contact Walt Banziger, Director of Campus Planning, Design, and Construction for Montana State University (406-994-6326; [wbanziger@montana.edu](mailto:wbanziger@montana.edu)).

**REPLACE READINESS CENTER, MALTA**  
**DEPARTMENT OF MILITARY AFFAIRS**  
**A/E #2013-33-07-01; DMA #300031 (delegated)**  
**Project Budget \$15,000,000**

The Readiness Center (RC) is a federal FY 2018 project supporting the Montana Army National Guard in Malta, Montana. The proposed primary facilities for this project include a 42,533 square foot Readiness Center, an Unheated Storage Building, a Controlled Waste Facility, an Unheated Vehicle Storage Building, an emergency backup generator and rigid reinforced concrete paving for military equipment parking. Design of these primary facilities must include antiterrorism force protection (ATFP) measures, energy management control system (EMCS), and building information systems.

Supporting facilities for the site will include access roads, parking areas, walkways, storm water control and utilities. The site is not developed and has limited infrastructure within the property limits. Flexible pavement will be used for privately-owned Vehicle (POV) parking and access roads. Concrete pavement will be used at Military Equipment Parking (MEP) areas, truck docks, and the apron for vehicle storage. The RC will be situated in the northwest corner of the property to facilitate minimal utility runs, avoid floodplains and to provide access to the existing roads and the training area.

The design of the facilities will follow the principles of LEED with a Silver certification requirement. Additional funding will be provided for portable kitchen equipment, furniture, fitness equipment, and communication devices/instruments.

This project is funded in whole or in part by funds received from the Federal Government, and the contract award is wholly contingent on the state's appropriation authority for the federal funds and actual receipt of the federal funds.

Execution of an agreement with the selected consultant is dependent upon the availability of federal funds, but is anticipated to consist of \$1,297,000 from federal FY 2016. The expected construction funding schedule is to complete the design and have the Project ready for bidding by October 1, 2017. If federal funding is delayed for any reason, the State and DMA reserve the right to retain the same firm or conduct a subsequent selection process at its sole discretion, including during or after the completion of the design process.

The A&E Division intends to delegate the contracting and project management functions to the Department of Military Affairs after completion of the consultant selection process.

For more information contact Seth Brandenberger, DMA Project Manager (406-324-3083; [seth.j.brandenberger.nfg@mail.mil](mailto:seth.j.brandenberger.nfg@mail.mil)), or Wref Balsam, DMA-D&PM Branch Manager (406-324-3093; [wreford.j.balsam.nfg@mail.mil](mailto:wreford.j.balsam.nfg@mail.mil)).

**[END OF SOLICITATION]**

cc: Walt Banziger, Director of Campus Planning, Design & Construction, MSU  
Dan Stevenson, Assistant Director of Facilities, MSU  
Seth Brandenberger, Project Manager, D&PM, DMA  
Mark Hines, A&E Division  
Rick Hilmes, A&E Division